

**WYOMING HOUSING COMMISSION MEETING
2450 36TH ST SW
HOUSING COMMUNITY ROOM
TUESDAY, DECEMBER 17, 2013 @ 1:00 PM
MINUTES**

Call to Order

A regular meeting of the Wyoming Housing Commission was held on December 17, 2013. Commissioner Barb Van Duren called the meeting to order at 1:00 PM.

Roll Call

Present: Barb VanDuren, Ron Dressander, Don Dykstra and Denise Wade.

Absent: Ed Edwardson

Also Present: Rebeca Venema, Christine Roelofs, Sicora Eckert, and Troy Rinks.

Public Hearing on Annual Plan

The scheduled Public Hearing on the Annual Plan was opened at 1:02 p.m. and closed at 1:03 p.m. There were no public comments.

Approval of Minutes

A motion was made by Commissioner Dressander and seconded by Commissioner Dykstra to approve the minutes of the regular meeting of October 15, 2013.

Approval of Agenda

A motion was made by Commissioner Wade and seconded by Commissioner Dressander to approve the agenda. All ayes.

Public Comments on Agenda Items (3 minute limit per person)

There were no public comments.

Petitions and Communications

None

Public Housing/Section 8

A motion was made by Commissioner Dressander and seconded by Commissioner Wade to approve the Public Housing and Section 8 bills for September, October and November 2013. All ayes.

Review of Financial Statements

The Commission reviewed the financial statements for August, September and October 2013, the cash flow budget for October 2013, the Investment Register and the CFP expenditures for 2011, 2012 and 2013.

Report from Housing Director

- a. 2012/2013 CFP Project – Mrs. Venema added information regarding the bid opening regarding the previously discussed Westwood Apartments roof project. Bids did come in slightly less than the previous opening. Architect suggests that the roof system be completed separately from the electrical system, which will be more cost effective. With the new figures, and the recommendation the WHC would no longer need to procure funds from the Section 8 funds. Board will review recommendation and discuss at January's meeting. Funds must be obligated by March 11, 2014. Mrs. Venema was requested by the Board to research more information regarding the warranty of the project.
- b. 2013 Audit – The audit was completed with no findings.
- c. PHAS Score – The WHC received the PHAS Score of 81 (standard performer.) However, Mrs. Venema had requested an appeal on the previous REAC Score which if changed may improve the PHAS score. No information has been received at the time of this meeting.

Old Business

- a. Agreement Progress Report – Goals and ground work have been re-established between the City of Wyoming and Housing. Commissioner Dressender will keep updating as things progress.

New Business

- a. Approval of 2014 5-Year Plan/Annual Plan, Resolution 18-13. No public Comments. A motion was made by Commissioner Dressander and seconded by Commissioner Dykstra. All ayes.
- b. Approval of Max Rents for Public Housing, Resolution 19-13. A motion was made by Commissioner Dressander and seconded by Commissioner Dykstra. All ayes.
- c. Amandalynn VanderMolen was approved to attend the upcoming NAHRO Training for HCV Eligibility, Income and Rent Calculation on January 29-31, 2014.

Acknowledgement of Visitors

None

Commissioner Comments

Commissioner Dykstra wished everyone a good holiday.

Adjournment

The meeting was adjourned at 1:39 PM.

Barb VanDuren
Chair
Wyoming Housing Commission

Rebeca Venema
Board Secretary
Wyoming Housing Commission